



# CARTERSVILLE HISTORIC PRESERVATION COMMISSION MEETING

Council Chambers, Third Floor of City Hall  
Tuesday, July 16, 2024 at 5:30 PM

## AGENDA

### COMMISSIONERS:

Greg Frisbee – Chair  
Brad Galland – Vice Chair  
Becky Carr  
Larry Gregory  
Vandi White  
Lisa Ellis  
David Elder

### CITY PLANNER:

David Hardegree

### CITY CLERK:

Julia Drake

### DEPUTY CITY CLERK:

Ashley Peters

### CITY ATTORNEY:

Keith Lovell

### CALL TO ORDER

### ROLL CALL

### APPROVAL OF MINUTES

1. June Meeting Minutes

### CERTIFICATE OF PRESERVATION

2. COP24-21. 134 W. Main St. Applicant: Integrity Pawn Inc.

### STAFF OR COMMITTEE COMMENTS

### ADJOURNMENT

The next meeting of the Historic Preservation Commission will be August 20th. 5:30pm.

*Persons with disabilities needing assistance to participate in any of these proceedings should contact the human resources office, ADA coordinator, 48 hours in advance of the meeting at 770-387-5616.*

**P.O Box 1390 – 10 N. Public Square – Cartersville, Georgia 30120**  
**Telephone: 770-387-5616 – Fax 770-386-5841 – [www.cityofcartersville.org](http://www.cityofcartersville.org)**



## HISTORIC PRESERVATION COMMISSION ITEM SUMMARY

<b>MEETING DATE:</b>	July 16,2024
<b>SUBCATEGORY:</b>	HPC Meeting Minutes
<b>DEPARTMENT NAME:</b>	Historic Preservation Committee
<b>AGENDA ITEM TITLE:</b>	June Meeting Minutes
<b>DEPARTMENT SUMMARY RECOMMENDATION:</b>	Approval of June 2024 Meeting Minutes
<b>LEGAL:</b>	N/A

Historic Preservation Commission Meeting Minutes  
 10 N. Public Square  
 June 18, 2024  
 5:30 P.M.

## I. Open Meeting

Called to order by Chairman Frisbee at 5:29 PM.

Present: Greg Frisbee, Becky Carr, David Elder, and Lisa Ellis

Absent: Brad Galland, Vandi White, and Larry Gregory

Staff Present: David Hardegree, Zack Arnold, Ashley Peters, and Keith Lovell

### 1. Approval of Minutes

Chairman Greg Frisbee called for a motion to approve the minutes of the last meeting. Board Member Elder made a motion to approve the meeting minutes from May 21, 2024. Board Member Carr seconded the motion to approve the minutes. The motion carried unanimously. Vote:3-0

### Certificate of Preservation:

#### 2. COP24-17. 7 Oakland St.

**Applicant: Alan Clark, AIA**

David Hardegree, Planning and Development Assistant Director, stated per the original application COP24-17, the applicant proposes to construct a detached garage as well as multiple modifications to existing house. The following items are being proposed. Front Porch, Front of house (Brick/Shutters), Side Porch work, Existing Garage (New Doors/Windows), Newly Constructed Detached Garage, Rear Patio, Side of House (Brick/Shutters/Canopy). There will be three additional site improvements that will be brought to a future HPC meeting for review due to additional details being needed. Retaining walls, additional fence, and guest parking.

Per states records the original structure was built in 1953. GHRS states 1950-1959. Major Renovations occurred in 2021 that completely modified the interior and exterior. The ranch home is historic, non- contributing. The current proposals seem compatible with the renovations that have occurred and variations of the proposals that have occurred with the previous owners.

The Board may choose to ask for clarification on the materials to be used for the board and batten siding, railings, and roofing. The proposed site improvements will require review at a future HPC Meeting once more details are provided. The covered walkway will not be included in the scope of work.

Chairman Frisbee opened the floor for discussion.

Chairman Frisbee asked the applicant if there was a typo on the side porch pitch as well as the material of the roof for side porch and the detached garage as it is listed as unknown. The applicant stated there was and that it will be 6/12 pitch and the roof will be architectural shingles.

Board member Carr asked regarding the metal roof for the property. The applicant stated that due to the pitch the metal roof was needed and overall looks better.

Board Member Ellis asked if the shutters were used for esthetics? The applicant stated that they were.

Board Member Elder asked if the porch will be the same size as the porch is now. The applicant stated that it might be a bit bigger. Board Member Elder also asked about the new brick base and if it will be painted. The applicant stated that the brick base will match the brick that is on the home today and it will be painted to match the house.

Board Member Ellis asked if the driveway will be where the existing driveway is now. The applicant stated the new proposed driveway is in the same spot and will be nicer.

Chairman Frisbee asked a question regarding the material of the columns that are with the proposed plans. The Applicant stated that they will be wood/square Tuscan style columns.

Chairman Frisbee stated that he appreciated the thorough work on the plans.

Chairman Frisbee closed the discussion and asked for a motion to be made.

Board Member Elder made a motion to approve the application with the clarification on the columns and the architectural shingles. Board Member Ellis seconded the motion. Motion carried unanimously. Vote: 3-0.

### **3. COP24-18. 10 Hillside**

**Applicant: Kevin and Michele Gunter**

David Hardegree stated per the original application COP24-13, the applicant proposes to add a front porch and demolish brick steps. First Meeting on May 21, 2024, ended with a denial to allow for resubmission with further information for the committee. Mr. Hardegree met with the applicant to go over alternatives and with this new application they are submitting plans with elevations and materials.

The house was constructed c. 1954 according to Bartow County Tax assessor's records. There is no GHRS Survey. The house is Historic, Contributing. Applicant proposes to demolish the existing brick steps and landing at the front door. The front porch is to be constructed from wood or wood composite materials for the support columns, railings, and decking.

Chairman Frisbee opened the floor for discussion from the committee.

Chairman Frisbee stated that there are design standards that HPC follows for contributing structures. In the standards there are several sections that he wanted to point out.

1. Part 1 (B) paragraph 1 Masonry- retain and preserve masonry features that contribute to the overall historic character of the site.
2. Part 1 (J) paragraph 8 one shall not remove an original porch or entry or add a new entrance or porch on a primary façade.

Mr. Lovell asked Chairman Frisbee if there is a porch there? If the committee considers it a porch, they are not adding a new porch, they are expanding. If they do not consider it a porch the applicant cannot build a new porch per the ordinance. The board is there to decide if there is a porch the board can vote on how it is to be expanded. Chairman Frisbee came back to Part 1 (B) stating the steps cannot be modified or changed. Mr. Lovell stated that in regard to Part 1 (J) the board needs to make a decision if the steps contribute to the historic features of the house.

Chairman Frisbee stated that in his opinion that the stairs contribute to the historic features of the home and that the porch is not a porch and would be considered an eve.

Board Member Ellis asked in regard to the stairs condition and if they be salvaged. Board Member Carr stated the application stated that the stairs were disintegrating.

Chairman Frisbee stated that in Section B- Paragraph 3 repair of historic masonry surfaces and features using recognized preservation methods for patching, damaged, or deteriorated masonry. That is stating to repair what is there and the applicant would need to go back with like kind materials.

Mr. Lovell states that the repair is not a shall not scenario. The board is here to review what the applicant is wanting to come back with materials and provide solutions on the repair. All masonry requirements are guidelines not set in stone and board can make their own decision based on the guideline and each property is unique.

Chairman Frisbee stated that in J (8) the guidelines state there shall not have a porch built. Mr. Lovell stated that it is up to the board to decide if it is considered a board or not.

Discussion commenced regarding whether the property has a porch.

Mr. Lovell stated that there is not a defined term for porch in the ordinances or guidelines.

Board Member Carr asked if there was any attempt to save the porch that is present? The applicant stated that the contractor stated that it must be replaced due to settling and the bricks that are present disintegrating.

Mr. Lovell found an example from Huntington Woods. Their historic guidelines state a definition of what they consider to be a porch. A porch includes structures attached to or

immediately adjacent to a permanent structure, with or without a roof, without permanent weatherproof walls or windows used as or connected to an entrance to the main structure.

Discussion commenced further regarding the porch. Mr. Lovell also passed around the phone for all to read the definition.

Board Member Ellis stated that she would consider it a porch. If the stairs are not salvageable, they need to be replaced, and she believes it would not ruin the historic value of the home.

Chairman Frisbee stated that he does see this as an entrance and that it should not be changed according to our ordinances and that it will ruin a historic contributing home in the district.

Board Member Ellis asked about the materials being used and asked if the applicant would be willing to go back with like materials.

Chairman Frisbee closed the discussion and asked for a motion to be made.

Board Member Ellis made a motion to approve the applicant the salvage the original brick and have lap siding to match the rest of the siding at the house as well as the steps to remain brick. Board Member Elder seconded the motion. Motion was denied. Vote: 2-1.

Mr. Lovell stepped in and stated that since there is a quorum of four there must be three affirmative votes to pass and if there are not three affirmative votes it is not approved. The chairman does not get to vote unless there is a tie. The request is still on the table, and nothing has been approved and denied. If there is no other motion from the board the request is approved after 45 days.

Board Member Carr asked for a definition of salvage. Board Member Ellis stated that it was using the bricks that are currently at the steps. The Applicant stated that he would use the bricks that could be used but that most of them are not salvageable.

Mr. Lovell stated that there would be new bricks. The applicant stated that he cannot use the bricks that are present due to them crumbling.

Chairman Frisbee asked for a motion to be made. No other motion was given. Approval was given with conditions that the steps are to be brick and that salvageable bricks need to be used. The lap siding on the porch will need to match the lap siding on the house. Mr. Hardegree granted the applicant the opportunity to proceed immediately and not wait until the 45-day window expired.

#### **4. COP24-19. 178 W. Main St.**

**Applicant: Matt Womack**

David Hardegree stated per the original application COP24-19, the applicant proposes to demolish the existing structure to construct (18) new townhomes. Also, variance, V24-17, to

increase the area and duration of (2) temporary signs. The fourth building will come back before HPC for approval once plans are ready.

The structure was constructed c. 1960 according to the Bartow County Tax assessor's records. There is no date provided in the GHRIS survey.

The existing primary structure is Historic, Non-Contributing. The proposal to construct (18) 3-1/2 story, townhomes within for building units on the 1.6-acre site. The city sold the property to Womack Custom Homes in February 2024 after an extended period for an RFP process and developer due diligence.

Demolition of the primary structure is a single story, brick structure that is known to have served as a funeral home, the city police station, and city municipal courthouse. The floor area of the building is stated as 11,467sft and the accessory structure is 27x37ft. Both structures are required to be demolished for the townhome development. All existing trees on site will be removed.

The building units are primarily brick with some lap siding. The primary roof will be asphalt shingle. Metal roofs are introduced over the ground floor and rooftop terraces. Balconies with metal railings are introduced on the rear side of the townhomes. The building units are rear-access (2 car garages in rear).

This will be the first townhome project in the DBD and the first significant residential project since the condominium apartments were constructed at 148 W. Main St. c. 2004.

Chairman Frisbee opened the floor to discussion.

Board Member Elder stated that all the plans are showing all brick and some lap siding. The applicant stated that the gables will be siding due to the weight distribution on the fourth floor. Board Member Elder also asked regarding a gated access that will be on Bartow/Leake Street. Applicant stated they are not planning a gate for car entries. Pedestrian gates will be added. Stated that if the HOA wants gated access, they can come back to get approval later. The applicant also stated that the fire department added an additional gate that will allow a fire truck to come through the property.

Frisbee asked regarding the roof and windows for the property. He also asked regarding a landscaping ordinance. The applicant stated that the roofs will have architectural shingles and metal for the gables. The windows will be wood double hung windows. As far as the landscaping ordinance there will be grass or bushes between each driveway. Mr. Hardegree stated that this site is a very complicated site with utilities so large trees will not be planted.

Chairman Frisbee stated that he is glad to see residential housing coming to this area.

Board Member Carr asked about a timeline of the project. The applicant stated that they should be ready by late spring/early summer 25.

Chairman Frisbee closed the discussion and asked for a motion to be made.

Board Member Carr made a motion to approve the demolition and construction of the 18 new townhomes as submitted. Board Member Elder seconded the motion. Motion carried unanimously. Vote: 3-0.

#### **5. COP24-20. 341 W Cherokee Avenue. Applicant: Colt Kelley and Stephanie Gargiulo**

David Hardegree stated per the original application COP24-19, the applicant proposes to add a retaining wall to property.

The house was constructed in c. 1958. The property is historic, contributing. The original house type is a Ranch House. The original house style is mid-century modern.

The Owner/Applicant has faced multiple drainage challenges, and the solution was to raise the grade elevations in the backyard and diffuse and divert the stormwater flowing across their property. Retaining walls is needed. There will be (2) architectural walls installed along the rear property line and the left side property line. A residential garden- style block wall along the right-side property line on side and rear yards.

Retaining walls do not have a specific HPC design standard but are reviewable based on the definitions section of the HPC ordinance, a new (retaining) wall constitutes a change in material and is subject to HPC review.

Chairman Frisbee opened the floor to discussion.

The applicants Stephanie Gargiulo and Colt Kelley, 341 W Cherokee, came forward for the property and stated that they are trying to help deter water from the property due to a large amount of run off from the nearby residences.

Andria Hertle, 24 Charles St, came forward asking for clarification regarding the fence that will be located at the back of the property.

Chairman Frisbee opened the discussion among the committee. Stated that retaining walls is in the ordinance and the committee has the authority to approve the walls.

Board Member Elder asked Mr. Hardegree regarding the material of the walls. Stated that the wall along the rear and left side are one material and the wall on the right side is different material. Mr. Hardegree stated that they are two different architectural styles and that they almost match in color.

Chairman Frisbee asked about the fence in the back of the property as well as the gates that will be added into the fence. The applicant stated that the wood fence will go around the property



line and that it will be cut 2ft to stay within the ordinance. The gates and fence were all approved administratively.

Chairman Frisbee closed the discussion and asked for a motion to be made.

Board Member Carr made a motion to approve the application as submitted. Board Member Elder seconded the motion. Motion carried unanimously. Vote: 3-0.

**II. OTHER**

Chairman Frisbee asked if there were additional items to discuss.

Mr. Hardegree stated that there were not any additional items to cover.

Chairman Frisbee adjourned the meeting at 7: 17 PM

Date Approved: 07/16/2024

/s/ \_\_\_\_\_  
Greg Frisbee, Chairman



## HISTORIC PRESERVATION COMMISSION ITEM SUMMARY

MEETING DATE:	July 16, 2024
SUBCATEGORY:	HPC
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	COP24-21. 134 W. Main St. Applicant: Integrity Pawn Inc,
DEPARTMENT SUMMARY RECOMMENDATION:	COP request to paint unpainted brick on store front. Structure is non-historic, non-contributing. Constructed c. 1979 per the tax records.
LEGAL	



**City of Cartersville Historic Preservation Commission  
COP Application Staff Report**

Case: COP 24-21

**HPC Meeting – 7-16-24**

**Application Information**

Address: 134 W Main St.  
 Applicant: Integrity Pawn Inc. Darla McAfee, Rep.  
 Historic District: DBD  
 Zoning: DBD  
 Setbacks: Front= 0ft. Rear= 0 Side= 0ft.

**Project Summary:** Paint unpainted brick on store front.

**Applicable Guidelines to Consider**

<b>Residential Design Guidelines</b>	
<i>Part One: Maintaining, Repairing, Replacing Structures Contributing to a Historic District.</i>	
<input type="checkbox"/> A. Wood	<input type="checkbox"/> K. Utilities and Energy Retrofit
<input type="checkbox"/> B. Masonry	<input type="checkbox"/> L. Accessibility, Health, and Safety Considerations
<input type="checkbox"/> C. Architectural Metals	<input type="checkbox"/> M. Additions to Historic Buildings
<input type="checkbox"/> D. Paint	<input type="checkbox"/> N. Aesthetic Recommendations
<input type="checkbox"/> E. Roofs	
<input type="checkbox"/> F. Exterior Walls	<input checked="" type="checkbox"/> PART TWO: New Construction
<input type="checkbox"/> G. Driveways, Walkways, and Off-Street Parking	
<input type="checkbox"/> H. Lighting	<input type="checkbox"/> PART THREE: Relocation
<input type="checkbox"/> I. Windows and Doors	
<input type="checkbox"/> J. Entrances, Porches and Balconies	<input type="checkbox"/> PART FOUR: Demolition
<b>Commercial Design Guidelines (Historic Downtown Business District)</b>	
<input checked="" type="checkbox"/>	PART ONE: General Guidelines for Structures Contributing to the District.
<input type="checkbox"/>	PART TWO: Guidelines for New Construction –

**The following scope of work is proposed:**

1. *Paint unpainted brick on front facade.*

**History of the Property-**

There is no GHRS data for this property. The tax assessor shows the property constructed c. 1979.

No COPs on file.

**Analysis of the COP:**

The structure is non-historic and non-contributing. The Boards' review should determine if the proposed project will have an adverse effect on the district and adjacent historic properties.

The painting of the unpainted brick may be allowed as the structure is non-historic and non-contributing. The design standards are currently written to protect historic, contributing properties. The existing brick is a hardened brick. Modern brick and mortar structures still require moisture and air exchange to occur. If permitted, the brick and mortar should be coated with a breathable paint. Current breathable coatings recognized by the building industry are clay based, mineral or limewash coatings. Numerous products are commercially available.

The left and right sides of the building are painted cinder block (CMUs). The rear of the building is metal siding.

**Commissioners Work Sheet**

**Materials:**

- Roof
- Siding
- Windows
- Doors (front)
- Exterior Lighting
- Foundation
- Decking
- Steps
- Porches
- Ornamentation

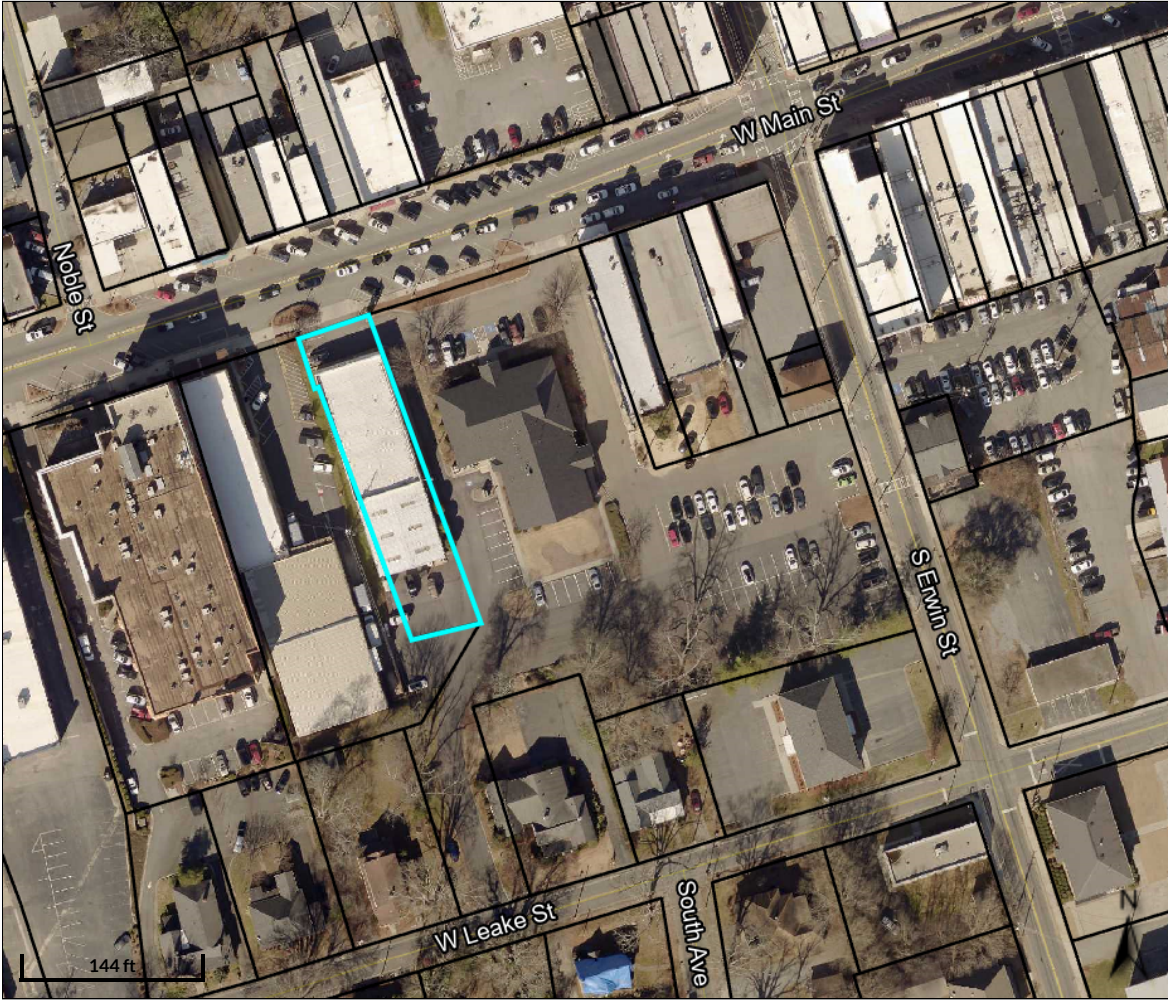
**Existing Materials**

**Materials to be Used**

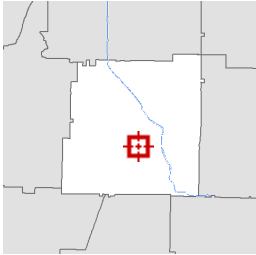
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**Notes:**

I move to (approve, approve w/ conditions, or deny) the application for (state proposed changes) at (address) (as submitted, or with the following conditions). I find (compliance or noncompliance) with the guidelines referenced in the staff report and those brought up during discussion.



Overview



Legend

- Parcels
- Roads

<b>Parcel ID</b>	C002-0002-008	<b>Alternate ID</b>	32074	<b>Owner Address</b>	WEST MAIN PROPERTIES LLC
<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	Commercial		148 W MAIN ST STE 200
<b>Property Address</b>	134 W MAIN ST	<b>Acreage</b>	0.26		CARTERSVILLE, GA 30120
<b>District</b>	Downtown Development Authority				
<b>Brief Tax Description</b>	LL482 D4 Pawn & Shop				
	(Note: Not to be used on legal documents)				

Date created: 6/21/2024  
 Last Data Uploaded: 6/20/2024 10:41:50 PM

Developed by Schneider  
 GEOSPATIAL



### Cartersville Historic Preservation Commission CERTIFICATE OF PRESERVATION APPLICATION

#### PROCEDURE

##### Application Requirements

All Applications must be complete and include support materials listed on the reverse of this form and a \$25 non-refundable application fee.

##### Application Deadlines

See 3rd page of application for application submittal deadlines.

##### Application Representation

The applicant or authorized representative of the applicant should attend the public hearing to support the application.

##### Building Permits Requirements

In Addition to a COP application, building permits must be acquired from the Community Development Department. Building permits will not be issued without proof of a COP.

##### Deadline for Project Completion

After approval, the COP is valid for 18 months and void if construction does not begin within 6 months of approval.

Office Use Only	
Case Number	_____
Date Received	_____
Contributing	_____
Zoning	_____
Legal Advertisement	_____
Notified Adjacent	_____
HPC Hearing	_____
HPC Decision	_____
COP Expiration	_____
Project Completion	_____
Tax Parcel	_____

\*Applicant: Integrity Pawn, Inc dba Cartersville Pawn N Shop  
 Project Address: 134 W Main St  
 Mailing Address (if different than project address):  
SAME  
 Phone: 770-383-3080  
 Email: cpuspaundesK@gmail.com

\*NOTE: If applicant is not the owner, as listed on the property deed, a letter from the owner authorizing the proposed work must be included along with the owners phone number and address.

**P R O J E C T**

Existing Building Type:  
 Residential One, Two or Multi-family \_\_\_\_\_  
 Commercial Garage, Storage \_\_\_\_\_  
 Other \_\_\_\_\_

Brief Project Description (example: addition of sunroom, installation of fence):  
Painting Brick

**I N F O R M A T I O N**

Type of Project (check all that apply):  
 New building  
 Addition to building  
 Relocation of building(s)  
 Demolition  
 Fence(s), wall(s), landscaping  
 Minor exterior change  
 Major restoration, rehabilitation, or remodeling  
 Other \_\_\_\_\_

Start Date: Aug 1, 2024  
 Anticipated Completion: Dec 31, 2024

Contractor/Consultant/Architect: PAINTER

**AUTHORIZATION**

In consideration for the City of Cartersville's review of this application for a proposed change to a locally designated property, the applicant agrees to hereby indemnify and hold harmless the City and its' agents and employees from and against any and all claims, damages, and/or liability arising from or related to this application or any issuance of a permit hereunder.

Date: 6/4/24 Signature: Paula M. [Signature]

**APPLICATION CHECKLIST**

The following list includes the support material necessary for review of a particular project.

**New Buildings and New Additions**

- site plan
- architectural elevations
- floor plan
- landscape plan (vegetation not required)
- description of construction materials
- photographs of proposed site and adjoining properties

**Major Restoration, Rehabilitation, or Remodeling**

- architectural elevations or sketches
- description of proposed changes
- description of construction materials
- photographs of existing building
- documentation of earlier historic appearances (restoration only)

**Minor Exterior Changes**

- description of proposed changes
- description of construction materials
- photographs of existing building

**Site Changes – Parking areas, Drives, Walks**

- site plan or sketch of site
- description of construction materials
- photographs of site

**Site Changes – Fences, Walls, Systems**

- site plan or sketch of site
- architectural elevations or sketches
- description of construction materials
- photographs of site

**Site Changes – Signs**

- specifications
- description of construction materials and illumination

**Demolition**

Must include a complete plan for the new development.

- timetable
- demolition budget
- new construction budget
- evidence of adequate financing

**NOTE:** Only complete applications will be placed on the agenda for design review. Submit to:

**City of Cartersville**  
Planning and Development Department  
P.O. Box 1390  
Cartersville, GA 30120

**PROJECT DESCRIPTION**

Include support materials and attach additional sheets if needed. If the proposed scope of work will involve more than one type of project, please divide the description. [Example: (1) Addition to rear (2) New roof]

*This building was constructed in 1979. They used a brick that was not attractive nor historical.*

*At some point in time the Owners painted the exterior walls white, leaving the front brick exposed.*

*The contrast of colors on the brick of yellow & orange do not look great with the white, black & greys of the signs and store.*

*We are requesting to paint the brick to blend with the property and enhance the logo's and colors.*

*This is not a historical building or brick and we feel it will improve the look of our property & the Downtown.*

*Darla*

**PRECEDENCE OF DECISIONS**

Each application will be considered on it's own merit with reference to the Secretary of the Interior's Standards and the Commission's published Design Standards. While the Historic Preservation Commission may consider past actions when making decisions on an Application for a Certificate of Preservation, it is not held by those decisions when considering new application that may appear similar in character.







Item 2.

1440

From: DEBORAH ESPINOZA (cpnspawncounterde@gmail.com)

To: dmcafeemci@yahoo.com

Date: Tuesday, June 11, 2024 at 11:58 AM EDT



Item 2.

## Color-Storm monday

From: DEBORAH ESPINOZA (cpnspawncounterde@gmail.com)

To: dmcafeemci@yahoo.com

Date: Thursday, June 13, 2024 at 11:43 AM EDT







